



Shire of Cunderdin

Corporate Business Plan Quarterly Update

January 2024 – March 2024

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Section 1 - Vision

Section 2 - The Quarterly Report Explained

The Corporate Business Plans defines the facilities, services, programs and projects the Shire will undertake to deliver the community priorities that are detailed in the adopted Community Strategic Plan. Appended to the plan is a financial forecast for the next 4 years taken from the long-term financial plan.

Quarterly Report is designed to provide information on the progress and milestones of key projects in the Shire's Corporate Business Plan 2021 – 2025.

The Strategic directions in the plan provides the basis for quarterly reporting using a simple traffic light system. This information will be shared with Council and the Community on a quarterly basis via an OCM Item and the Shire's web-site.

The Corporate Business Plan is reviewed and updated annually to reflect any changes to the long-term financial plan, service levels and to include any new programs, projects or strategic initiatives.

Traffic Light Status			
Not Commenced	In Progress	Completed	Ongoing

Represents years the priority is to be executed.

21	22	23	24
22	23	24	25
✓	✓	✓	✓

Section 3 - Strategic Directions

3.1 Strategic Direction 1 Community and Social

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
1.1 Community members have the opportunity to be active, engaged and connected	1.	Implement the Shire's Disability Access and Inclusion Plan	✓	✓	✓	✓		New DAIP Completed and adopted by Council 27 th March 2024
	2.	Work with the Youth Council to prioritise their strategies and assist in the implementation of them	✓	✓	✓	✓		Monthly meetings
	3.	Advocate for the retention of the WA Agricultural College, Cunderdin DHS and Meckering Primary School	✓	✓	✓	✓		
	4.	Promote the KidsSport program	✓					Responsibility of Clubs.
	5.	Engage the community in the design of O'Connor Park and Apex Park	✓	✓				Complete
	6.	O'Connor Park and Memorial Park upgrades completed and promoted			✓	✓		Complete
	7.	Collaborate with the CRC and local groups to deliver community events and initiatives that are diverse and inclusive to local needs	✓	✓	✓	✓		CMT Seniors Meetings with CRC Reps. Youth school holiday events planned.
	8.	Facilitate initiatives that focus on community connection and cohesion outcomes across both communities	✓	✓	✓	✓		CMT Seniors Be Happy Day to be held in Tammin on Monday 22 nd April.

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
1.2 A healthy and safe community is planned for	9.	Develop a Sport and Recreation Facilities Master Plan for whole of Shire	✓	✓				Compiling examples of recently completed sport & Rec Plans and investigation data required to complete facilities plan.
	10.	Implement the Sport and Recreation Facilities Master Plan						
	11.	Improve street lighting in the town centres						
	12.	Install CCTV in identified areas of the town centres						Awaiting funding opportunities.
	13.	Together with the CRC deliver targeted support and guidance to local volunteer organisations	✓	✓	✓	✓		Guidance given to community groups throughout the GPG grant application process.
	14.	Continue to lobby key stakeholders to ensure the necessary support is provided for emergency volunteer services who support our communities	✓	✓	✓	✓		Emergency Services Day Held – March 2024. BFAC meeting to be held on Monday 22 nd April 2024.
	15.	Develop an Aged Friendly Community Plan	✓	✓				

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
1.3 Advocate for the provision of quality health services, health facilities and programs in the Shire	16.	Lobby stakeholders to ensure the necessary health and aged care services are accessible across the Shire	✓	✓	✓	✓		Collaboration with Wheatbelt Health Advisory Committee
	17.	Work with neighbouring local governments and key stakeholders to have a collaborative approach to the provision of medical and health services to the region	✓	✓	✓	✓		
	18.	Maintain and expand the Sandalwood Village alongside facilitating support services locally to age in place						Awaiting funding opportunities.
1.4 Support emergency services planning, risk mitigation, response and recovery	19.	Joint planning with stakeholders at a local and sub regional level for disaster preparedness and emergency response	✓	✓	✓	✓		Emergency LEMC held post storm event on 16 th Jan and scheduled LEMC held 22 nd January. LEMC Desktop Training planned for 12 th June 2024. CESM Planning BFB Training.
	20.	Scenario planning and training	✓	✓	✓	✓		Business Continuity Plan and Framework under review. Regular LEMC & BFAC Meetings

3.2 Strategic Direction 2 Economy

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
2.1 Facilitate local business retention and growth	1.	Key infrastructure supports the agricultural industry	✓	✓	✓	✓		
	2.	Support local business development initiatives where possible, via our policy position	✓	✓	✓	✓		Currently advertising Development Applications for business expansion. .
	3.	Continue to activate the Airport and Airfield including runway upgrade	✓	✓	✓	✓		Assistance given to the Gliding Club for their Fly in Day 6 th & 7 th April.
	4.	Advocate for improved communications infrastructure by lobbying stakeholders to meet the needs of the district, both residential and commercial, now and into the future	✓	✓	✓	✓		Contract with FSG for communications tower.
2.2 Renew and improve the visibility of the Shire of Cunderdin brand.	5.	Together with the communities, develop a brand for the Shire and integrate it into a whole of Shire and community / business marketing and communications framework	✓	✓				New branding released. Town signs being replaced with new branding.
	6.	Develop a Shire of Cunderdin Marketing Action Plan to promote our lifestyle, work opportunities and family focused community		✓				Under Review
	7.	Allocate resources and work towards achieving the Marketing Action Plan		✓	✓	✓		Under Review

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
2.2 Renew and improve the visibility of the Shire of Cunderdin brand	8.	Update and improve visitor information infrastructure as well as online, face to face and print communication channels	✓	✓	✓	✓		Information board system in planning stages to be installed at Meckering Memorial Park and Oconnor Park to encourage visitors to access further information from the Museum.
2.3 Build economic capacity	9.	Renewal and maintenance of Shire owned housing	✓	✓	✓	✓		Bathroom renovations in employee housing have begun and will be completed in early next quarter.
	10.	Determine and respond as required to the current and future demand for industrial and residential land	✓	✓	✓	✓		Current in planning stages for redevelopment of land on Watts Street. Sale contract negotiated with CBH and Development WA is in completion stage. Development plans in process for the 'Old Hospital Site' to become suitable worker accommodation.
2.4 Encourage local workforce participation	11.	Support the provision of childcare in our communities	✓	✓	✓	✓		Upgrades to the kitchen facilities in the Early Learning Centre.
	12.	Shire workforce to include trainees and apprentices	✓	✓	✓	✓		Currently employing three (3) Trainees.

3.3 Strategic Direction 3 Built Environment

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
3.1 Safe, efficient and well maintained road infrastructure	1.	Update, review and achievement of the 10yr Road Works Program	✓	✓	✓	✓		
	2.	Update, review and achievement of the Road Asset Management Plan including network hierarchy and service levels	✓	✓	✓	✓		
	3.	Achievement towards the Footpath Management Plan	✓	✓	✓	✓		
	4.	Advocacy towards funding and improvements to state and federal owned roads	✓	✓	✓	✓		
	5.	With the community, develop preferred pedestrian connections across the Great Eastern Hwy and advocate for them						

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
3.2 Enhance connectivity between places	6.	Engage with Main Roads and the Public Transport Authority to improve access to the Cunderdin Train Station						
	7.	Forward plan with key stakeholders for the enhancement of town centres.						
	8.	Implement plans for the enhancement of town centres as well as the townscape aesthetics		✓	✓	✓		Investigating signage options for along Highway.
	9.	Together with families make improvements to the cemeteries	✓	✓				Currently in discussions with the Department for Education to obtain land for Development.
	10.	Continue to implement the water capture and storage plan - Water Efficiency Management Plan	✓	✓	✓	✓		Town Dam reticulation maintenance and improvements.
3.3 Enhance public spaces and townscapes	11.	Manage and maintain the Council's parks, gardens and open spaces at appropriate service levels and standards	✓	✓	✓	✓		
	12.	Improve public ablutions across the Shire						New doors to be fitted at Meckering Public Toilets
	13.	Plan for enhancements to the Meckering Earthquake Garden			✓	✓		Awaiting signage which will be placed in the Meckering Memorial Park.

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
3.4 Protect and preserve heritage	14.	Promote and where required, support the Cunderdin Museum and Pump Station	✓	✓	✓	✓		Museum Management Committee
	15.	Maintain and plan for significant improvements of the Cunderdin Town Hall	✓	✓	✓	✓		Hall drainage issues attended to. Continue to liaise with Friends of the Town Hall Committee.

3.4 Strategic Direction 4 Natural Environment

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
4.1 Maintain a high standard of environmental health services	1.	Deliver statutory requirements in Environmental Health	✓	✓	✓	✓		All annual reporting requirements up to date.
4.2 Conservation of our natural environment	2.	Work in collaboration with groups and organisations to deliver projects and programs that promote and protect the district's natural resources as well as agricultural industry	✓	✓	✓	✓		
	3.	Work with key stakeholders to manage and protect natural reserves	✓	✓	✓	✓		
	4.	Liaise with stakeholders to improve facilities at Cunderdin Hill, whilst still protecting the natural asset						Blue Lupin Clean Up on Hill.
	5.	Continue to participate in the Bushfire Risk Management Planning program	✓	✓	✓	✓		Adoption of Bushfire Risk Management Plan Dec 2023
	6.	Continue to improve waste management and recycling	✓	✓	✓	✓		Waste services provide for recycling.

3.5 Strategic Direction 5 Civic Leadership

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
5.1 Shire communication is consistent, engaging and responsive	1.	Shire communication is aligned to policy and best practice engagement standards	✓	✓	✓	✓		Review of Council Policy Manual in progress to align with any best practice changes.
	2.	Review and implementation of Council's Customer Service Charter	✓	✓	✓	✓		
	3.	Employ professional customer service workforce who have the required knowledge and training to ensure a good standard of Customer Service	✓	✓	✓	✓		Continuing training and development of all employees.
	4.	Quarterly reports to Council, staff and the community on achievement of SCP and CBP outcomes (internal and external)	✓	✓	✓	✓		3 rd Quarterly Report for 2023/2024 financial year complete and submitted to Council.

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
5.2 Forward planning and implementation of plans	5.	Work with external organisations to collaboratively plan, fund and achieve our plans	✓	✓	✓	✓		Current grant applications. Please see Grants Register for further information.
	6.	Annual reviews of Council's LTFP to ensure the long term financial stability of the Shire	✓	✓	✓	✓		Completed with the production of the 2023/24 Annual Budget.
	7.	Continue representation on relevant Boards, Committees and Working groups to influence positive local and regional outcomes	✓	✓	✓	✓		Consistent attendance by Councillors at all meetings.
5.3 Implement systems and processes that meet legislative and audit obligations	8.	Continual improvement in governance and operational policies, processes, and implementation	✓	✓	✓	✓		Review processes in place for a number of the Shires organisational plans.
	9.	Councillor training is provided and completed	✓	✓	✓	✓		Training currently being completed by Councillors where required.
	10.	Professional development for staff is encouraged and completed	✓	✓	✓	✓		Regular engagement with online resources.